



Safety and Buildings  
PO BOX 7162  
MADISON WI 53707-7162  
Contact Through Relay  
[www.commerce.wi.gov/sb/](http://www.commerce.wi.gov/sb/)  
[www.wisconsin.gov](http://www.wisconsin.gov)

Scott Walker, Governor  
Dave Ross, Secretary

November 23, 2011

Gary Henke, Mayor  
City of New London  
215 Shawano ST  
New London, WI 54961

Dear Mayor Henke:

I am pleased to inform you that your municipality has been delegated commercial building code enforcement authority per your request. Per s. Comm 61.60(5)(c), I delegate your municipality the primary responsibility to do plan review and inspections of small building projects (new buildings and their additions totaling not more than 50,000 cubic feet and alterations affecting not more than 100,000 cubic feet) to be constructed within the limits of your municipality. Building plans for such buildings may be submitted by the owner to your municipality or our agency. I also authorize your municipality per s. 101.12(3)(g), Wis Stats., to do inspections of all size buildings in lieu of our department.

An exception to this inspection authority delegation is that our agency retains jurisdiction for plan review and inspection for all state-owned buildings.

We will periodically monitor municipalities and request activity reports to ensure that our delegated responsibilities are being properly fulfilled by the municipality. We do require that delegated municipal code officials attend agency-approved continuing education to maintain their certification. Municipalities are always free to relinquish their delegated authority at any time upon giving proper notice.

I understand that Paul Hanlon will be the primary code official responsible for enforcement and has the proper certification to do so. Your code official's contact information is:

Mailing Address: 215 Shawano St, New London WI 54961  
Telephone: 920-988-8500 x112 email: [phanlon@newlondonwi.org](mailto:phanlon@newlondonwi.org)

Please contact Gloria Kocovsky at (608)267-9706 or [Gloria.kocovsky@wi.gov](mailto:Gloria.kocovsky@wi.gov) with changes in your contact information.

Our building inspection deputy for your area, Roger Strege (tel.920-366-2857), will be contacting your code official in the near future to discuss transitional and coordination issues.

The Division of Safety and Buildings looks forward to working with you.

Sincerely,

Nancy Mistele  
Division Administrator

cc: Roger Strege  
Steve Dobratz  
Tom Kasper